

Contract Section
Report for week ended 6 May 1953

25X1A9a

Procurement Officer

<u>Executed Cases</u>		<u>Actual Cost</u>	<u>Other Documents</u>
<u>Contract</u>	<u>Documents</u>		
		\$ 53,252	2
1		111,750	1
4		2,886	-
-		-	-
2		10,020	2
2		-	2
-		-	1
-		-	3
<u>14</u>		<u>\$ 177,908</u>	<u>11</u>

Business Pending End of Period
Status by individual Procurement Officer of Contract documents pending

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<u>Status Code</u>					<u>Total</u>	<u>No add'l action by</u>			<u>Total</u>	<u>Grand Total</u>	<u>Est Value</u>	<u>Other Doc'mts</u>
<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>		<u>F-1</u>	<u>F-2</u>	<u>F-3</u>				
5	-	-	2	1	8	1	-	-	1	9	\$ 279,770	16
2	5	-	5	-	12	1	2	1	4	16	155,595	4
2	1	9	2	2	16	5	2	2	9	25	127,580	3
-	5	2	6	1	14	-	4	-	4	18	155,484	-
1	-	-	1	2	4	-	4	-	4	8	15,812	4
1	2	-	4	-	7	1	-	-	1	8	296,760	1
3	3	1	6	-	13	7	1	3	11	24	430,403	-
1	4	-	-	-	5	2	1	-	3	8	-	16
<u>15</u>	<u>20</u>	<u>12</u>	<u>26</u>	<u>6</u>	<u>79</u>	<u>17</u>	<u>14</u>	<u>6</u>	<u>37</u>	<u>116</u>	<u>\$ 1,461,404</u>	<u>44</u>

Status of Contract Documents Pending as of 6 May 1953

A. No Action	15	
B. Pending receipt of more detailed information	20	
C. Pending bid opening and awards	12	
D. Negotiations Underway	26	
E. Pending drafting of contractual documents	6	79
F. No further action required by procurement officers:		
1. Pending typing and mailing to Contractor	17	
2. Pending signature of Contractor	14	
3. Pending final clearance and signature by C. O.	6	37
		<u>116</u>

Note: 17 actual requisitions and 27 memos and letters were received during the week which will require contract or other action by the Contract Procurement Officers. Since in many cases two or more of these documents will be consolidated into one action, these figures do not mean that 44 separate actions will be required. The figures above of contract action requests received, completed, or pending are on this consolidated basis. The consolidations, cancellations and transfers resulted in net new contract actions of 12.

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PURCHASE SECTION REPORT
For Week Ended 6 May 1953

Requisitions

Balance pending end of previous week	227
Received during week	231
	458
Completed during week	221
Balance pending end of week	237

Purchase Orders Issued

311 \$148,933.35

Backlog of Typing

Purchase Orders	14
Correspondence	0
Invitations to Bid	15
Bills of Lading	0
Total	29

Status of Pending Requisitions*

A.	<u>Without Action</u>	<u>Estimated Value</u>
	Held less than 15 days	\$31,751.70
	Held more than 15 days	-0-
	Total Without Action	\$31,751.70
B.	<u>With Action</u>	
	<u>Pending Information from Requisitioning Office</u>	
	Held less than 30 days	\$33,628.09
	Held more than 30 days	-0-
	Total	\$33,628.09
	<u>Pending Receipt or Opening of Bids</u>	
	Held less than 30 days	\$29,150.00
	Held more than 30 days	-0-
	Total	\$29,150.00
	<u>Pending Clearance from GPO and/or GSA</u>	
	Held less than 30 days	\$500.00
	Held more than 30 days	-0-
	Total	\$500.00
	<u>Pending Completion of Service and/or Billing</u>	
	Held less than 30 days	\$1,592.50
	Held more than 30 days	250.00
	Total	\$1,842.50
	<u>Total With Action</u>	\$65,120.59
C.	<u>Total Pending Requisitions</u>	\$96,872.29

D. Total Hours of Overtime during the past week: 26

*Details for each Purchasing Agent are in Purchase Section.

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